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Code 0526
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From: Commander, Atlantic Division, Naval Facilities Engineering Command

Subj: ATLANTIC DIVISION ROICC CONTRACTOR SAFETY STAND-DOWN
AND CONTRACTOR SAFE SITE AWARDS PROGRAM

Encl: (1) Atlantic Division-Wide ROICC Safety Stand-Down and Contractor Awards
Implementation Process
(2) ASSESSMENT WORKSHEET FOR CONTRACTOR SAFE SITE AWARDS
(3) Average Category Score % of Total Applicable Categories for All Sites
(4) Contract Overall Score Comparison Chart

1. Although LANTNAVFACENGCOM has attained the lowest rate for contractor lost-time accidents in NAVFACENGCOM, we have still experienced some unacceptable fatal and several near-miss accidents, including incidents that resulted in property damage.

2. In an effort to increase safety awareness and evaluate safety compliance on all of our major jobsites, enclosures (1) and (2) are being forwarded to each LANTNAVFACENGCOM ROICC for implementation. The seven-step process (enclosure (1)) describes how to use a newly developed site assessment worksheet (enclosure (2))--this worksheet has been tested on two sites. For the purpose of an upcoming LANTNAVFACENGCOM Safety Stand-Down, please utilize this worksheet. The stand-down is being used to heighten ROICC and contractor awareness and to also become the basis for a continued Contractor Safe Site Awards program to be administered by each ROICC. Although there are short-term benefits from an Atlantic Division-Wide Safety Stand-Down, there will remain a long-term process for recognizing contractors with safe sites. Three ROICC offices have successfully implemented similar programs revealing positive results for our safety program. Based on these results, implementation of this program as a standard business practice will be a long-term shot in the arm for our accident prevention efforts. Recent accidents indicate that our Command's goal of "Zero Accidents through Zero Tolerance" cannot be met until we collectively take on a mindset change of not accepting unsafe work practices. Industry statistics show that ten minor injuries when unrecognized lead to one serious accident. The mindset that "accidents happen" has no place in our business.

3. As stated in the implementation (seven-step) process, jobsite checks are to be made prior to 23 April 1999 with the actual stand-down to present and discuss the results in each office to take place prior to the end of April. Enclosures (3) and (4) are examples for providing feedback to the ROICC staff and contractors visited during the stand-down. Feedback that this was actually accomplished and what the results were should be provided to LANTNAVFACENGCOM Code 0526 or to the component Construction Safety Specialist by 30 April 1999. After the stand-down, this process will be evaluated for continuous improvement.

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4. Questions regarding the worksheet or scoring may be directed to Bill Garrett,
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J. W. ZORICA
By direction

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